

Minutes

Committee Name:	Consumer Family Advisory Committee
Date:	May 13, 2008
Time:	6:00-8:00
Meeting Place:	Morganton Community House
Members Present:	Lisa A., Laurie B., Pat R., Marjorie B., Maria B., Josephine B., Wilma S., Hazel P., Shirley S. Cynthia H.
Members/Others Absent:	Chip J., Sharon W., Tony B.
Others in Attendance:	Judy D., Vanessa A., Cathy K., Trudy M., Janna B., Rachel R., Beth L.
Minutes:	April 08, 2008
<i>Action:</i>	Minutes of the April meeting were presented.
<i>Decision:</i>	Hazel made a motion to approve the minutes. Pat R. seconds the motion.
(Agenda Item #3)	Incident Reports
<i>Presenter:</i>	Elizabeth Lackey
<i>Information Presented:</i>	<p>A Quarterly Incident Report was distributed to each CFAC member. This is a summary of all reported incidents, including deaths and restrictive interventions submitted by providers and gathered by the monitoring of the LME's. This data is used to identify problems or opportunities for improvements.</p> <ul style="list-style-type: none"> • Most incidents occurs on providers premises • Most reports recorded or by adolescents consumers • Medication errors
<i>Decision:</i>	Elizabeth explained that this information was reported to the state. The review of these Incident Reports regularly and providing technical support to the providers to ensure maximum care for the consumers.
(Agenda Item # 4):	System Of Care/Child Family Team
<i>Presenter:</i>	Rachel Riddle
<i>Information Presented:</i>	<p>SOC -A presentation of SOC and an over all view of what services SOC has to offer for children, adolescents, and their families. These services are design to work in partnership with individuals and families who need services or resources from multiple human service agencies.</p> <p>CFT- is a meeting in which family members and their community supports come together to create a plan for the child and family members that builds on strengths and addresses their needs, desire and dreams.</p>
<i>Decision:</i>	Statistically proven to have better, long lasting outcomes for children and families in all settings-home, school, and communities.
(Agenda Item # 5):	Sub- Committee Updates
<i>Presenter:</i>	Marjorie B. /Laurie B. /Tony B.
<i>Information Presented:</i>	Training Committee - The Save the date flyer was presented to the group with minor modifications. The training is scheduled to be held on Saturday, June 21 st at the Morganton Community House. Vanessa is to secure a speaker, A NAMI Advocacy Representative and Judy is to secure Jerry Hess from CVBH.

<i>Decision:</i>	<p>Nominating Committee – the recruitment of new CFAC members. There is a limit as to how many members you can have. There is availability for 12 members with 17 pending applications. The nominating committee did meet and established the following guidelines:</p> <ul style="list-style-type: none"> • No 2 voting members from the same household • Working tools for the consumers, audio minutes etc. <p>Officers will be nominated and elected after June 21st CFAC training.</p>
(Agenda Item # 6):	New Business
<i>Presenter:</i>	Judy Dahlstrom
<i>Information Presented:</i>	<p>CFAC E-mail account- a flyer was distributed to each CFAC member with login and password. Members were encouraged to use their local libraries or home computers. A computer is being set-up at each LME office to assist those members who doesn't have access to a computer.</p> <p>Third Quarter Complaints- A copy of the report was distributed to each member. Judy gave an overview of the report the numbers had increased as the State is requiring a more detailed report.</p>
<i>Decision:</i>	
(Agenda Item # 7):	State Update
<i>Presenter:</i>	Cathy Kocian
<i>Information Presented:</i>	<p>Training – Focusing on Stability in the System. The training is being held in Winston Salem, NC. Two CFAC members are being allowed to attend this training, preferably the chair or co-chair. This training will focus on recruitment, networking and future trainings for CFAC members. There will be mileage reimbursement, hotel accommodations and meals will be provided. Consumer and Family feedback is necessary</p>
<i>Decision:</i>	<p>CFAC Training Money- A flyer was distributed to show the contact information for the General Assembly to thank for the CFAC training money and to ask that more money be allocated in the future for trainings.</p>
(Agenda Item # 8):	Open/ Public Comments
<i>Presenter:</i>	Marjorie Bivens
<i>Information Presented:</i>	<p>Meeting times/dates- A motion was made by Marjorie to not have a regular CFAC meeting in June due to the training the same month. It was agreed to have a short meeting to elect officers immediately after the training. June meeting will be held immediately after the training.</p>
<i>Changes/Concerns</i>	
<i>Decision:</i>	<p>Cynthia H-commented on SOC presentation of building on natural support but with services such as case management and transportation being taken away is making it very difficult for the consumers.</p> <p>Laurie B- Made an announcement of a DD Cap Training being held in Broughton.</p>
Adjournment:	Meeting Adjourned @ 7:25 pm
Next Meeting:	June 21st following training
Attachments:	Quarterly Incident Report, CFT Flyer, SOC Flyer, CFAC-e-mail address, Save the Date Flyer, Third Quarter Complaints, SCFAC Minutes, SCFAC Minutes, CFAC Money Flyer, The Covered Bridge
Respectfully Submitted By:	Trudy Logan-McSwain